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STATE OF DELAWARE
**BOARD OF PILOT
COMMISSIONERS**

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PUBLIC MEETING MINUTES:	Board of Pilot Commissioners
MEETING DATE AND TIME:	Friday, August 16, 2019 at 13:00.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon Building
MINUTES APPROVED:	November 15, 2019

MEMBERS PRESENT

Stephen McGuiness, Professional Member
Carl T. Joseph, III. Professional Member
Laura Phillips, Public Member
Mark Reardon, Public Member
Bradford Schell, Professional Member

MEMBERS ABSENT

Penelope Marshall, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Caryn Scott, Administrative Specialist II

OTHERS PRESENT

Jerry Medd, Pilot Association
Kevin Barrow, Pilot Association
Jim Johnson, Counsel Pilots

CALL TO ORDER

Mr. Schell called the meeting to order at 1:14 pm

REVIEW AND APPROVAL OF MINUTES

A motion was made by Mr. Reardon, seconded by Mr. Joseph, to approve the amended May 10, 2019 meeting minutes. The motion carried unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

Election of New Officers

A motion was made by Mr. Schell, seconded by Mr. McGuinness to approve the following slate of new officers for the Commission:

Mark Reardon-President

Captain Carl Joseph III-Vice President

Penelope Marshall-Secretary

The motion carried unanimously.

CORRESPONDENCE

None

OTHER BUSINESS (for discussion only)

**Coast Guard Licenses:* Commission discussed initiating a request that the Pilots Association develop a practice where each Delaware River pilot will provide a copy of the renewed Coast Guard license to a record keeper within the Association. The record keeper could develop a spreadsheet for recording and tracking of each pilot's license. The Commission deferred to the November 15, 2019 meeting further discussion and decision on this proposal.

**Updating State License Grades:* Given the declining frequency of Class 6 ships sailing on the Delaware River, the Commission discussed consideration of a proposal to update the draft limits for grades of state licensing. In addition, the Commission will evaluate the length of time each pilot is required to hold any grade of license. The Commission will consider and decide further action on this issue at the November 15, 2019 meeting.

PUBLIC COMMENT

Mr. Medd gave an Apprentice Activity Report to board stating the following:

- Exams were completed on July 22, 2019, each Apprentice passed the required exams
- Next exams are scheduled for October 14, 2019, exams will include Delaware River local knowledge
- Apprentices attended a seminar on the legal aspects of Piloting
- Apprentices are completing the process of testing for their federal pilotage
- Apprentices attended a course on Bridge Resource Management and Emergency Ship handling at Mitages this quarter
- Apprentices attended a week-long course on, Advanced Ship Handling in Manned Models at Massachusetts Maritime Academy in August
- Each Apprentice should complete the Apprenticeship by their going free date of January 3, 2020
- Apprentice Activity reports are attached and placed with the information from this meeting
- State Test, Jessica Mason and Caryn Scott were a big help in locating the State Test. We would like to give the State Test the week of November 18. Mr. Medd will work with staff at the Division of Professional Regulation to establish a date for testing of the apprentice class for the state licensing exam

NEXT MEETING

The next meeting will be November 15, 2019.

ADJOURNMENT

With no further business before the Board, a motion was made by Mrs. Phillips, seconded by Mr. Joseph, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 1:35 pm.

Respectfully submitted,

Caryn Scott

Caryn Scott
Administrative Specialist II